Sectt. II-27—50,006—23-11-42.

Development (1944) Department.

B. SERIES. Passed

G.O. No. 4203

Dated 30th September 1944

[Despatch Abstract.]

Establishment - Industries - Kollegal Silk Filatures, Kollegal - Accounting ~~procedure~~ Staff - Strengthening of - Proposals of the Director of Industries and Commerce - Approved

13 stone

original in c50949D/44

Copy of letter No.1097-D/44 dated 30th August 1944 from the Director of Industries and Commerce, Madras to the Secretary to Government, Development Department.

520301/44 6.9.44

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Sub: Establishment- Industries - ~~Government Silk Filatures~~ and Kollegal Silk Filatures, Kollegal - Accounting staff - strengthening of proposal - submitting.

Ref: (1) ~~G.O.No.Ms.1289, Devt. dated 22-3-44.~~
(2) G.O.No.Ms.1430, Devt. dated 30-3-1944.

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Copy (F)

In paragraph 1 of my letter No.625-E/44, dated the 17th March 1944 to Government I had stated that proposals for strengthening the accounting staff sanctioned for the several trading scheme will be submitted if and when necessary. It has been represented that the Cashier-Accountants in the two Filatures at Kollegal are able to attend to the cash transactions only, and rately find time to devote sufficient attention to the maintenance of the several registers (other than the main cash book and impresest cash book), the prepration of monthly accounts and A A Form statements etc. Besides this work, they have also to carry cash to the various Cocoon markets for purchase of Cocoons. Similarly, the Manager Accountants need help in the maintenance of commercial books, as much of their time is taken up with supervision work. In the interests of efficiency in the maintenance of accounts in the Filatures, I consider it essential that the Cashier Accountant and the Mananger Accountant should each have an assistant.

The Examiner of Local Fund Accounts who recently examined the question of adequacy or otherwise of the accounting staff in the Govt. Silk Filature and Kollegal Silk Filatures has suggested the employment of Asst.Cashiers and Asst.Accountants on Rs.55 -70 each to help the Cashier Accountants and the Manager Accountants of the two Filatures in the discharge of their respective duties. I therefore request that Govt. will be pleased to sanction the employment of One Asst.Cashier and One Asst.Accountant on Rs.55-5/2-70 ₱ each, temporarily till 31st March 1945 in the Government Silk Filature and similar staff in the Kollegal Silk Filatures Kollegal. The Director of Industries and Commerce will be the appointing authority in respect of these posts.

-- T.Gajapathy Rao,
for Director of Industries and Commerce.

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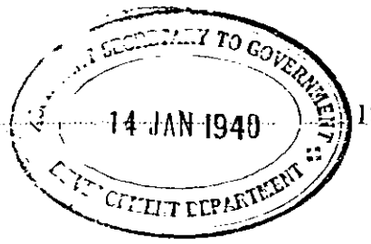
C.P. 70.

Industries & Commerce DEPARTMENT.



Received 14 JAN 1940 19 . *Registered* 1572 19

Subject.

War activities of the Department of Industries and Commerce - Note on - Submitting -

ENCLOSURES.
No. .....
.....
Spare copies ..

S. No. 203/40.

Station Madras, *Dated the* 13th January 1940.

From (Name) L.B.Green Esq.,O.B.E.,
(Designation) Director of Industries & Commerce.

To The Secretary to the Government of Madras,
Development Department.

Sir,

Reference: G.O.No.Ms.2291, Public (War)Department, dated 20th December 1939.

I enclose a note on the war activities of the Department of Industries and Commerce.

Director of Industries & Commerce.

VRN.

Dev Dept

Kollegal

Sanction of Staff & Strengthening of Repairs of D.I & L Approved

Ref:- (F) Read agreement G.O.No. 1430 (MS) Dev. dt. 30.3.44
Read also from the D.I & L No. 1097/A/44 dt. 6.44
Read also Order No. 1203 (MS) Dev. dt. 30.9.44

Sanction is accorded to the employment temporarily as mentioned in para 1 above till 31.3.45 of the following staff in the Kollegal Silk Filatures, Kollegal to assist the Cashier Accountant respectively and the Manager Accountant in the work of the D.I & L.

(i) One Asst. Cashier on Rs 55-5/2-70 p.m.
(ii) One Asst. Accountant on Rs 55-5/2-70 p.m.

2. The incumbents of the posts sanctioned in para 1 above shall be liable to discharge from service on one months notice. No Service rules in respect of these posts are therefore necessary and consequently none is proposed to be issued.

The D.I & L will be the appointing authority in respect of the posts sanctioned above.

The temp. staff in the K.S.F. Kollegal is outside the Scope of Service rules (G.O. 1st para)

To The D.I & L 6.9.44
Copy to A.G. through Fin.
Copy to S.F. one spare copy

Dev 7944

S.T.D.

Note placed on file copy of S.32 letter suggesting the appointing of additional Accounts staff to strengthen the accounting staff in the Kellogg Self Adhesives Division and approximate numbers required. The staff asked for at A in para 13 on p 10 of (J) included in this suggestion.

Subject to advice, a draft letter is submitted overleaf for approval. It may be sent to Purchaser for acceptance

Re: Para 2 of letter: the exact scale of the factory is awaited & steps of the senior posts; the precise is also awaited & required to be advised

Ke 6/9/44 DAS 7.9.44 Staff Mtn

Pubns (Sell) Financial Adv 8/9/44 and I

Pubns (Ry) 9/9/44

Dw 4 52038/44-1 9.9.44

~~and the draft letter may be awaited~~

49248 11.9.44

Ke 11.9.44 AEV 11.9.44 ASell 11.9.44

[see the 4 ord duplicates (P) in the top Desk]

Receipt of the draft order in duplicate to be accepted and the file passed overleaf to Finance

Pubns (Sell) 45248/44 (J)

Ke 14.9.44 AEV 14.9.44 ASell 14.9.44 RWB-Fin

46756-(A)

Finance(E-II).

Please see the draft order on p. 3 above.

The addl. staff proposed for the Kollegal Silk Filatures is the same as that recommended by the Examiner, L.F. As stated in the top file, it does not seem necessary to await the remarks of the A.G. (+ the Dr.) on the recommendation of the Examiner in this case also. The proposals are examined below.

1 Asst. Cashier on Rs 55--70: For the reasons stated in this department's note in the top file, an L.D. Clerk on Rs 30--55 will be sufficient in this case also.

Asst. Accountant on Rs 55--70. The proposal may be accepted.

The cost of the proposal according to Development is Rs 1890 p.a. and according to the suggestion of Finance will be Rs 1607 p.a. As the cost exceeds Rs 1,500 p.a. A-1 should see.

KRV 19.9.44 D.S. 20 W 19.9.44

Dev. Dept.

55440 D/44
22.9.44

To Addl. S.S.

This file deals with the proposal of the D.I.&C. to strengthen the accounting staff of the Kollegal Silk Filatures by one Asst. Cashier on Rs 55-70 p.m and one Asst. Accountant on Rs 55-70 p.m. The Examiner, Local Fund Accounts, has recommended this additional staff, after inspecting the system of accounting in the factory. The Finance dept. agree to the proposal. The draft order on p. 3 above, may be circulated for approval. If this proposal is approved the draft order to the above effect may be issued.

23.9.44 20.9.44 29/9/44

[Issued as G.O.No.4203 (MS) Dev. dt. 30.9.44]

p 3 ante